

KENTUCKY REAL ESTATE APPRAISERS BOARD

TYPE OF MEETING

Regular Meeting

DATE AND LOCATION

May 21, 2013 – Kentucky Dam Village State Resort Park

PRESIDING OFFICER

Harold Brantley, Chair

ROLL CALL

Present:

Harold Brantley, Chair
Sam Blackburn, Vice Chair
G. Herbert Pritchett, Board Member
Kathy Mayfield, Board Member

Present Also:

Larry Disney, Executive Director
Angie Thomas, Staff Assistant
James Grawe, Board Counsel

Absent:

Dorsey Hall, Board Member

Chair, Harold Brantley opened the meeting and welcomed the guest in attendance.

MINUTES

Motion by Kathy Mayfield, second by Sam Blackburn and the Board approved the April 19, 2013 minutes. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Abstain; Kathy Mayfield – Yes.

EDUCATION

Motion by Sam Blackburn, second by G. Herbert Pritchett and the Board unanimously approved the below listed education courses for FY 2012-2013 & 2013-2014. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield-Yes.

A. ASFRMA

- A. Regression Analysis Uses in Appraisal – 8 hours CE classroom
- B. Minerals Appraisal Seminar – 8 hours CE classroom
- C. Rural Case Studies 1 – 8 hours CE classroom

B. Appraisal Institute

- A. Advanced Income Capitalization – Synchronous – 35 hours QE Remote TV

C. McKissock

- A. The Green Guide to Appraising- 7 hours CE classroom
- B. Modern Green Building Concepts – 6 hours CE online

D. Appraisal Institute- Bluegrass Chapter

- A. Introduction to FHA Appraising – 7 hours CE classroom

E. Wilson Education Group – Renewals – See Attached

CERTIFICATION/LICENSURE

A. Approval – Appraisers – Motion by Kathy Mayfield, second by G. Herbert Pritchett and the Board voted to approve the following certification list of appraisers. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes.

- (a) Andrew K. Baird - Associate
- (b) Denise A. Brown - Associate
- (c) Roger Clark - Associate
- (d) Chris Colston – Certified Residential (GA)
- (e) Lisa A. Davis – Certified Residential
- (f) Eric G. Durden – Certified General (GA)
- (g) Brian D. Flanagan – Certified General (IL)
- (h) Scott C. Frayn – Certified General (IL)
- (i) Kelly L. Hargis – Certified Residential (IN)
- (j) Brenda Hill – Associate
- (k) Ashen R. McGhee – Associate
- (l) Christopher M. McGuire – Certified General (AL)
- (m) Brian Poett – Certified Residential (IN)

- B. AMC Companies – The Board recognized the newly licensed AMC companies
 - A. Appraisal Pro LLC - #118
 - B. Rush My Appraisal, Inc. - #119
 - C. Value Trend Solutions, LLC - #120
 - D. Trimavin, LLC - #121
- C. Jacob Amy – William Craig Company, Inc. - AMC Applicant with prior conviction – Motion by Sam Blackburn, second by G. Herbert Pritchett and the Board unanimously agreed to table the AMC Application until further documentation has been presented. The Board request the presentence report for review. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes.
- D. Clarke Lewis – Cushman & Wakefield Global Services, Inc. – AMC Applicant with prior conviction. Motion by G. Herbert Pritchett, second by Sam Blackburn and the Board unanimously agreed to accept the application. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes.

EXPERIENCE REVIEW

Motion by Sam Blackburn, second by Kathy Mayfield and the Board unanimously agreed to accept the experience as recommended. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes.

- A. Adam Cloern – Approve experience for Certified General. He must pass the Certified General Exam.
- B. Dustin Hawkins – Approve experience for Certified General. He must pass the Certified General Exam.
- C. Allen Reed – Approve experience for Certified Residential. He must pass the Certified Residential exam.
- D. Shara Smith – Approve experience for Certified Residential. She must pass the Certified Residential exam.
- E. Jonathan Winn – Approve experience for Certified General. He must pass the Certified General exam.

COMPLAINT

- A. The Board reviewed the Case Summary Chart.
- B. Case No. 13-07 – AMC case – The Board agreed to table the case until the July 2013 Board meeting.

- C. Board Hearing Discussions – Larry Disney asked for a status of the following cases and action by the Board of how to proceed:

(1) 12-10, 12-11, 12-12, 12-25, 12-26 – Lynn Prichard – Hearing July 30-31, 2013

MISCELLANEOUS

The Board reviewed and discussed the following information:

- A. Budget – Budget ending April 2013
- B. Response to ASC
- C. Finance and Administrative Cabinet – Dept of Revenue Request
- D. Staff Position – Executive Secretary
- E. Jon Faulkner – Motion by Sam Blackburn, second by G. Herbert Pritchett and the Board unanimously agreed to investigate Mr. Faulkner and bring findings back at the July board meeting. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes
- F. The Appraisal Foundation Letter
- G. New Phone System Bid – Motion by Sam Blackburn, second by Kathy Mayfield and the Board unanimously agreed to purchase the new phone system at not to exceed \$6,500. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes
- H. Background Checks for new and reciprocal applicants – Motion by Sam Blackburn, second by G. Herbert Pritchett and the Board unanimously agreed to begin the background process January 1, 2014. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes
- I. June Board Meeting – June 11, 2013
- J. July Board Meeting – July 12, 2013
- K. Motion by G. Herbert Pritchett, second by Sam Blackburn and the Board unanimously agreed to increase the temporary permit fee from \$50.00 to \$150.00. The regulation will be revised to reflect the change. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes.
- L. Regulation Changes
 - (1) 201 KAR 30:320 – Operation of AMC – Universal Contract
 - Motion by Sam Blackburn, second by G. Herbert Pritchett and the Board unanimously agreed to proceed with the regulation change.
 - Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes
 - (2) **201 KAR 30:125. Continuing education for appraisers:**
 - Change 1** - In the interest of assisting the online renewal process, and hopefully to achieve 100% online renewal in the future, appraisers will be required to complete

continuing education each fiscal year of renewal prior to May 16, and education providers must furnish the board proof of course completion prior to June 1 of the current renewal year.

Change 2 - In the interest of assisting appraisers impacted by disasters, language was added to include "The board shall defer continuing education for up to 180 days for credential holders whose business or residence is located in a county that has been declared a disaster area by the Governor or President of the United States under the law."

(3) 201 KAR 30:040. Standards of Practice:

Added, "Section 3. Appraisal Reporting Requirements. (1) For each appraisal report that is prepared as the result of an Appraisal Management Company (AMC) request, the AMC must be referenced as the client or agent for the client, and the appraiser must identify within the appraisal report:

- (a) The company name that is on file with the board for the Appraisal Management Company; and
- (b) The Kentucky registration number that is on file with the board for the Appraisal Management Company."

(4) 201 KAR 30:150. Education Provider Approval:

"(1) The education provider shall submit to the board a roster with the names of the individuals who attended each education course that will be used for continuing education compliance, and each student's final examination grade with numerical score, by June 1 of each license year.

(2) The education provider shall submit to the student a certificate of course completion within ten (10) days of the completion of each continuing education course.

(3) Non-compliance with either of the above requirements specified in this subparagraph shall cause the applicant's renewal application to be deemed to be late."

- (5) **New Administrative Regulation.** A new administrative regulation was drafted that outlines the steps necessary for an appraiser, who is credentialed and currently practicing in good standing in another state, to use when applying for a Kentucky real property appraiser credential.

Motion by Sam Blackburn, second by Kathy Mayfield and the Board unanimously agreed to proceed with the regulation change. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes

- 7. Executive Session – Motion by Sam Blackburn, second by Kathy Mayfield and the Board unanimously agreed to go into executive session to discuss personal issues – KRS 61.810(1)(f).

Motion by Sam Blackburn, second by G. Herbert Pritchett and the Board unanimously agreed to return from Executive Session.

A motion was made by G. Herbert Pritchett, second by Kathy Mayfield and the Board unanimously agreed to hire Tom Viet as the Executive Assistant (Investigator) at a Salary of \$65,000 with a start date of July 1, 2013. Roll call – Sam Blackburn – Yes; G. Herbert Pritchett – Yes; Kathy Mayfield – Yes.

Motion by Sam Blackburn, second by Kathy Mayfield and the Board unanimously agreed to adjourn the meeting.



Chair



Staff Assistant

WILSON EDUCATIONAL GROUP

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COURSE APPROVED FOR BOTH **PRE-LICENSING** AND **CONTINUING EDUCATION CREDIT**

**All approved pre-licensing courses will be accepted for continuing education credit.*

Basic Appraisal Principles - WEG 400	30 hours
Basic Appraisal Procedures - WEG 401	30 hours
Capitalization Applications - WEG 443B	15 hours
Expert Witness Testimony - Electives - WEG 450	15 hours
Introduction to Income Property Appraising - WEG 443A	15 hours
National USPAP - WEG 370	15 hours
Residential Market Analysis and Highest and Best Use - WEG 430	15 hours
Residential Report Writing - WEG 434	15 hours
Residential Sales Comparison Approach - WEG 432	15 hours
Residential Site Value and Cost Approach	15 hours
Site Improvement Inspection & Doc- WEG 437	15 hours
Statistics, Modeling & Finance - WEG 435	15 hours

COURSES APPROVED **CONTINUING EDUCATION CREDIT**

Current Issues in Valuation 2013-14 - WEG 372	7 hours
Expert Witness Testimony - Day 1 - WEG 450A	7 hours
Expert Witness Testimony - Day 2 - WEG 450B	7 hours
National USPAP Update	7 hours